



SECRETARY OF STATE
STATE OF INDIANA

Todd Rokita
Secretary of State

April 28, 2006

Kristi Robertson
Co-Director
Indiana Election Division
302 West Washington Street, Room E204
Indianapolis, IN 46204

Dear Ms. Robertson:

Kristi

During the last several days, we have been provided with detailed information demonstrating that there are sufficient Help America Vote Act (HAVA) funds available to conduct a statewide mailing to all Indiana voters. This mailing would be performed to comply with voter list maintenance requirements under federal law (which would require two separate mailings before any action may be taken by a county voter registration office concerning any registration record).

This comprehensive mailing would significantly reduce the number of duplicate and other inaccurate registrations that are for the first time easily visible due to the successful implementation of the newly created Statewide Voter Registration System (SVRS). Since at least 19 Indiana counties have more registrants listed in SVRS than 100% of the total citizen voting age population for that county, and since more than half of Indiana's counties exceed 90% of that percentage, the need for a comprehensive approach to voter list maintenance is necessary, and in fact, mandated by federal law. I know that some would prefer to explore a piecemeal approach like the kind attempted in recent past cycles, or to attempt combinations of several other methods to attempt to address at least part of Indiana's staggering voter list inflation.

However, I feel strongly that the magnitude of inaccurate information now contained in the voter registration file (from years and years of incomplete attention) makes these approaches either incomplete or inefficient in meeting our obligation to correct existing errors and maintain an accurate voter registration file in the future. Indiana has long avoided cleaning the voter registration file across all records and now has the needed tools and funding to do so.

I hope that after receiving this information, you are willing to move forward in support of this endeavor to fulfill Indiana's responsibilities under the National Voter Registration Act (NVRA). Enclosed are a change order request, Executive Document Summary, and a spreadsheet containing a detailed breakdown of costs that would be incurred to conduct all phases of this mailing. I have also enclosed the design of the post card to be sent to all voters.

As you know, signatures are required from both Co-directors of the Indiana Election Division and myself in order to utilize the available HAVA funds. As you know we must start immediately in order to finish by the legally prescribed deadline. As such, I look forward to continuing to work with you on voter list maintenance efforts to improve the accuracy of Indiana's SVRS file, since your leadership is essential to ensuring the integrity of our electoral process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Rokita', is written over a large, loopy circular flourish.

Todd Rokita
Indiana Secretary of State

Cc: Mr. Murray Clark-Chairman, Indiana State Republican Party
Mr. Dan Parker-Chairman, Indiana State Democratic Party
Mr. Eric Eversole-Civil Rights Division, Department of Justice
Mr. J. Bradley King-Co-Director, Indiana Election Division



EXECUTIVE DOCUMENT SUMMARY

State Form 41221 (R9/1-04)

Instructions for completing the EDS and the Contract process.

1. Please read the guidelines on the back of this form.
2. Please type all information.
3. Check all boxes that apply.
4. For amendments / renewals, attach original contract.
5. Attach additional pages if necessary.

1. EDS Number: D2-5-11	2. Date prepared: 4/25/06
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3. CONTRACTS & LEASES

<input type="checkbox"/> Professional/Personal Services	<input type="checkbox"/> Contract for Procured Services
<input type="checkbox"/> Grant	<input type="checkbox"/> Maintenance
<input type="checkbox"/> Lease	<input type="checkbox"/> License Agreement
<input type="checkbox"/> Attorney	<input checked="" type="checkbox"/> Amendment# <u>9</u>
<input type="checkbox"/> MOU	<input type="checkbox"/> Renewal # <u> </u>
<input type="checkbox"/> QPA	<input type="checkbox"/> Other <u> </u>

FISCAL INFORMATION

4. Account Number: 3970/539000/ 100300	5. Account Name: Election Technology and Admin. Req.
6. Total amount this action: \$1,582,882	7. New contract total: \$13,139,843
8. Revenue generated this action:	9. Revenue generated total contract:
10. New total amount for each fiscal year: '05- \$4,813,535 '06- \$5,087,006 Year '07 \$ <u>1,404,622</u> Year '09 \$ <u>478,540</u> Year '08 \$ <u>1,312,340</u> Year '10 \$ <u>43,800</u>	

TIME PERIOD COVERED IN THIS EDS

11. From (month, day, year): Upon all required state signatures	12. To (month, day, year): June 30, 2009
13. Method of source selection: <input type="checkbox"/> Negotiated <input type="checkbox"/> Bid/Quotation <input type="checkbox"/> Emergency <input type="checkbox"/> Special Procurement <input checked="" type="checkbox"/> RFP # <u>4-43</u> <input type="checkbox"/> Other (specify) <u> </u>	

AGENCY INFORMATION	
14. Name of agency: Indiana Secretary of State and Indiana Election Division	15. Requisition Number:
16. Address: Election Division 302 West Washington St. Suite E 204 Indianapolis, IN 46204	Indiana Secretary of State 201 Statehouse 200 West Washington Indianapolis, IN 46204

AGENCY CONTACT INFORMATION	
17. Name: Dale R. Simmons	18. Telephone #: 232-3929
19. E-mail address: <u>dsimmons@iec.state.in.us</u>	

COURIER INFORMATION	
20. Name: Dale R. Simmons	21. Telephone #: 232-3929
22. E-mail address: <u>dsimmons@iec.state.in.us</u>	

VENDOR INFORMATION	
23. Taxpayer Identification Number: FEIN # 351785895	
24. Name: Quest Information Systems, Inc.	25. Telephone: 554-6500
26. Address: 5975 Castlecreek Pkwy N.D., Ste. 200 Contact: Bill McCully Indianapolis, IN 46250-4345	
27. E-mail address: <u>bmccully@questis.com</u>	
28. Is the vendor registered with the Secretary of State? (<i>Out of State Corporations, must be registered</i>) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
29. Primary Vendor: M/WBE Minority: <input type="checkbox"/> Yes <input type="checkbox"/> No Women: <input type="checkbox"/> Yes <input type="checkbox"/> No	30. If yes, list the %: Minority: <u> </u> % Women: <u> </u> %
31. Sub Vendor: M/WBE Minority: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Same as indicated in Amendment # 7.	32. If yes, list the %: Minority: <u> </u> % Women: <u> </u> %
33. Is there Renewal Language in the document? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	34. Is there a "Termination for Convenience" clause in the document? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

35. Will the attached document involve data processing or telecommunications systems(s)? ☒ Yes: ITOC or Delegate has signed off on contract.

36. Statutory Authority (*Cite applicable Indiana or Federal Codes*): Section 303(a)(i) of the Help America Vote Act of 2002, 42 U.S.C § 15301-15545, 42 U.S.C. § 1973gg-6, IC 3-7-26.3, IC 3-6-3.7, IC 3-6-4.2., IC 3-7-38.2-16, and IC 3-7-38.2-17

37. Description of work and justification for spending money: This money is being spent to implement a statewide voter registration system ("SVRS") pursuant to Section 303(a)(i) of the Help America Vote Act of 2002 (HAVA), 42 U.S.C § 15301-15545 and IC 3-7-26.3. The purposes of this amendment is to take maximum advantage of the implementation of the new SVRS by performing a statewide voter list maintenance project under IC 3-7-38.2-16 and 3-7-38.2-17 to assist in cleaning up inaccurate legacy voter registration data and to meet Indiana's obligations under the federal law , namely, 42 U.S.C. § 1973gg-6.

38. Justification of vendor selection and determination of price reasonableness: Vendor is the same vendor as selected via RFP # 4-43 so can leverage its knowledge of, and experience with, the SVRS, as well as its knowledge of, and experience with past state voter list maintenance projects. Price was negotiated with utilizing market based cost estimates as well as past experience of the State on similar voter list maintenance projects.

39. If this contract is submitted late, please explain why: (*Required if more than 30 days late.*)

40. Agency fiscal officer or representative approval 	41. Date Approved	42. Budget agency approval	43. Date Approved
44. Attorney General's Office approval	45. Date Approved	46. Agency representative receiving from AG	47. Date Approved

Ninth Amendment to SVRS Agreement between the State of Indiana and Quest Information Systems, Inc.

This is the ninth amendment to the contract entered into between the State of Indiana by and through the Indiana Secretary of State and the Indiana Election Division (hereinafter collectively referred to as "State") and Quest Information Systems, Inc. (hereinafter referred to as "Quest") dated September 15, 2004 (hereinafter referred to as the "SVRS Agreement").

In consideration of the mutual undertakings and covenants hereinafter set forth, the parties agree as follows:

The Contract for Services is modified as specified by the terms of the Statement of Work attached hereto as Exhibit A which is incorporated herein by reference. The total amount of this action for the activities and deliverables described in Exhibit A shall not exceed the sum of One Million Five Hundred Eighty Two Thousand Eight Hundred Eighty Two Dollars (\$1,582,882).

The total remuneration of the SVRS Agreement is an amount not to exceed Thirteen Million One Hundred Thirty Nine Thousand Eight Hundred Forty Three Dollars (\$ 13,139,843).

All other matters previously agreed to and set forth in the original agreement, and not affected by this amendment, shall remain in full force and effect.

Non-Collusion and Acceptance

The undersigned attests, subject to the penalties for perjury, that he/she is the contracting party, or that he/she is the representative, agent, member or officer of the contracting party, that he/she has not, nor has any other member, employee, representative, agent or officer of the firm, company, corporation or partnership represented by him/her, directly or indirectly, to the best of his/her knowledge, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he/she has not received or paid any sum of money or other consideration for the execution of this agreement other than that which appears upon the face of the agreement.

In Witness Whereof, Quest and the State of Indiana have, through duly authorized representatives, entered into this agreement. The parties having read and understand the foregoing terms of the contract do by their respective signatures dated below hereby agree to the terms thereof.

Quest Information Systems, Inc.

By: William H. McCally
Printed Name: William H. McCally
Title: Vice President
Date: 4-26-2006

Indiana Secretary of State

Todd Rokita
Todd Rokita
Indiana Secretary of State
Date: 4-27-2006

Indiana Election Division:

Bradley King
Bradley King
Co-Director
Date: 4-27-2006

Kristi Robertson
Kristi Robertson
Co-Director
Date: _____

Indiana Office of Technology

By: _____
Printed Name: _____
Title: _____
Date: _____

Department of Administration

Earl A. Goode, Commissioner
Earl A. Goode, Commissioner
Date: _____

State Budget Agency

Charles E. Schalliol, Director
Charles E. Schalliol, Director
Date: _____

**APPROVED as to Form and Legality:
Office of the Attorney General**

Stephen Carter, Attorney General
Stephen Carter, Attorney General
Date: _____

EXHIBIT A
**Statement of Work for the Ninth Amendment to SVRS Agreement between the
State of Indiana and Quest Information Systems, Inc.**

Purpose and Background

This is a Statement of Work for the ninth amendment to the SVRS Agreement entered into by and between the State of Indiana by and through the Indiana Secretary of State and the Indiana Election Division (hereinafter collectively referred to as "State") and Quest Information Systems, Inc. (hereinafter referred to as "Quest") dated September 15, 2004 (hereinafter referred to as the "SVRS Agreement").

Reason for Work

The State of Indiana desires to complete Voter List Maintenance Activities under the provisions allowed and required under the National Voter Registration Act of 1993 (NVRA) and applicable Indiana Statutes (IC 3-7-38.2).

The State desires to conduct a project whereby each voter listed in the Indiana Statewide Voter Registration System receives a postcard providing certain information to the voter to serve as a residence confirmation and outreach procedure under Indiana Code 3-7-38.2-16.

The mailing is to be completed so as to require the return of cards which are deemed to be undeliverable by the United States Postal Service. This will provide for the State to, under federal statute, to initiate maintenance activities by completing a second confirmation mailing to each individual whose initial mailing is returned as undeliverable.

Statement of Work

Quest shall engage in the following activities and provide the following deliverables pursuant to this Statement of Work:

Quest shall initiate a project to provide for a two-phased mailing to Indiana Registered Voters

Quest will provide for the printing, preparation and mailing of a postcard to each registered voter in the state. The postcard design, artwork and content will be provided by the Election Division. The mailing will be prepared and processed so as to ensure the lowest possible First Class Postage Rate.

Any postcard returned by the United States Postal Service as undeliverable will be processed by Quest and a second postcard will be mailed by Quest to each individual whose first card was returned. The design, artwork and content of both the first and second postcards will be provided by the Election Division. The second card must allow the voter to confirm their residence at the address set forth in their voter registration record, to indicate status of their current address if the voter no longer resides at the registration address, and to be returned by the voter to the State for processing, postage prepaid.

All cards returned by the voter or returned as undeliverable by the postal service will be processed by Quest and a report developed and generated by the Statewide Voter Registration System so that the State's NVRA officials can forward this information to county voter registration offices to act in accordance with the requirements of federal and state law in conducting voter list maintenance.

All returned cards will be sorted, bundled and delivered by Quest to individual counties.

Deliverable and Pricing Schedule

<u>Description</u>	<u>Investment</u>
Project Management	\$ 24,000.00
Project Charter and Plan	\$ 27,500.00
Prepare file for VR Mailing	\$ 25,000.00

Mailing 1

Based upon Qty 4,300,000

Card Printing	\$ 21,000.00	
mailing Services	\$ 158,500.00	*based upon QTY 4,300,000
Data Entry/sorting/copy	\$ 110,000.00	*based upon QTY 675,000-Bar code

Mailing 2 (follow-up to undeliverables)

Based upon Qty 675,000

Card Printing	\$ 18,000.00
Mailing services	\$ 35,032.00
Data Entry/Sorting/Copy	\$ 110,000.00
Sort/pack cards by county	\$ 144,600.00
VR Data update	\$ 27,500.00

Total Services **\$ 673,632.00**

Postage Cost (estimate)

<u>Mailing 1</u>	<u>Unit Cost</u>	<u>Qty</u>	<u>Total</u>
1st Postcard	\$0.179	4300000	\$ 769,700.00
BRMAS Set-up	\$500	1	\$500
2nd Postcard	\$0.1790	675000	\$120,825
Return Postage-2nd Card	\$0.270	67500	\$18,225

****All postage must be received prior to mailings**

\$ 909,250.00

Grand Total

\$ 1,582,882.00

Assumptions:

- State will provide artwork, design and content in a timely manner
- State will deposit postage costs prior to any mailing directly with the USPS

Notice to Registered Indiana Voters

Provided by the Indiana Secretary of State and the Indiana Election Division
with funds from the Help America Vote Act of 2002

November 7, 2006 is Election Day

A new Indiana law requires registered voters to provide photo identification before casting a ballot.
To be valid for voting purposes, your ID MUST:

- Display your photo
- Display your name, and the name must conform with the name on your voter registration record
- Contain an expiration date and either be current or not expired before November 2, 2004
- Be issued by the State of Indiana or the U.S. government

In most cases, an Indiana driver's license, Indiana photo ID card, or U.S. passport fulfills this requirement. If you do not have photo ID, you may obtain an Indiana photo ID card for voting purposes free of charge from any BMV license branch that issues photo ID cards and driver licenses.

For information about exemptions to the new law and information about casting a provisional ballot if you do not have photo ID, please visit www.sos.in.gov, www.PhotoID.in.gov or contact the Indiana Election Division at 800.622.4641